

AI Readiness Assessment

G-Cloud 15 Service Definition

Version 1.0

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1 Introduction

This document provides the service definition for the AI Readiness Assessment offered by Leading Resolutions under the G-Cloud 15 framework. It reflects the latest requirements of the Procurement Act 2023, G-Cloud 15 guidance, and incorporates current trends in AI-enabled operations, cloud technology, security, sustainability, and public sector digital transformation.

The document covers service features, benefits, deliverables, onboarding and commercial arrangements, and associated services, ensuring alignment with the latest Cabinet Office and GDS policies.

1.1. Overview of services

Leading Resolutions' Public Sector Cloud and Digital Transformation Practice provides outcome-focused consulting services delivered by experienced consultants, leveraging 25 years of experience. Our methodology accelerates time to value through a flexible, best-practice, and systemised approach. We guide clients through their transformation journey, supporting:

- Transformation through data, AI and core systems replacement
- Data governance design and implementation
- Data strategy
- Cloud readiness and strategic assessment
- Cloud, digital and data strategy development
- Digital service modernisation and service re-design
- Target operating model and organisational design
- Sourcing and procurement
- Sustainable cloud adoption aligned with Greening Government ICT targets
- Migration planning and execution
- Ongoing assurance, ROI tracking, and horizon scanning for new technology adoption
- Cyber maturity assessment and improvement
- AI readiness assessment
- AI opportunity evaluation and proof of concept (PoC) mobilisation
- Portfolio, programme and project delivery

1.2. Point of contact

For all enquiries, contact our team:

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2 Service Description

2.1. Service overview

The AI Readiness Assessment provides a structured, comprehensive evaluation of an organisation's preparedness to adopt AI responsibly and effectively by assessing maturity across five core pillars: strategy and leadership, data readiness, technology and infrastructure, people-skills and culture, and governance-ethics and compliance.

The assessment identifies:

- The organisation's current AI maturity level
- Gaps and risks across data, technology, capability, governance and culture
- Recommended priorities and sequencing
- A right-sized future operating model for AI
- A clear roadmap for PoCs, pilots and scaled AI adoption

The service is suitable for organisations beginning their AI journey, exploring GenAI and large language model (LLM) use cases, seeking to implement AI responsibly, wanting to build strong AI governance foundations, and preparing for the adoption of enterprise-scale AI platforms and automation.

2.2. Features

- Structured and practical discovery using interviews, workshops and artefact review
- Evaluation of organisational alignment, leadership vision and appetite for AI
- Readiness scoring supported by qualitative and quantitative evidence
- Data readiness evaluation, looking at data quality, availability, governance and stewardship, along with the scalability and suitability of cloud data architecture, storage and integration for AI/ML workloads
- Technology & Infrastructure assessment to look at the organisation's cloud services and compute capacity for AI, its integration and API readiness, its cybersecurity and Zero Trust alignment, and its ability to deploy, monitor and scale AI systems effectively
- Examine the organisation's AI literacy, digital skills, change readiness and its ability to collaborate effectively across teams
- Governance, ethics & compliance evaluation across responsible AI principles, oversight and accountability structures, legal and regulatory obligations, and the approach to bias mitigation and model risk management.
- Identify at a high level, potential, high-value AI opportunities
- Readiness indicators supported by narrative insights and prioritised recommendations
- Executive-ready reporting and stakeholder presentations
- UK-based consultants holding SC clearance where required

2.3. Benefits

- Accelerated value through clear identification of high-impact AI opportunities
- Reduced risk through early identification of governance, data, security and compliance gaps
- Informed investment with readiness scoring and evidence-based prioritisation
- Improved decision-making through predictive analytics and insight generation
- Greater resilience & risk mitigation including improved detection of fraud, anomalies and threats
- Workforce empowerment via training, skills uplift and cultural adoption
- Competitive advantage rooted in data-driven transformation

2.4. Deliverables

A tailored, structured AI Readiness report including findings, insights and prioritised recommendations, covering:

- An overall readiness score with evidence-based findings, maturity and gap analysis across the five pillars, supported by risk observations and deep dives into data, technology and people readiness
- A prioritised list of potential AI initiatives
- Roadmap & plan, setting out short-, medium- and long-term actions, sequencing and dependencies for AI adoption, and recommendations for operating model and capability development

Plus a stakeholder presentation summarising findings, recommendations and next steps.

2.5. Our Approach

Our flexible engagement model supports clients from initial scoping to delivery and results measurement. We partner as independent, trusted advisors, delivering meaningful change and ensuring investments deliver optimal value.

We offer both long-term, multi-person projects and short-term, single-person assignments, delivered on-site or from our offices. Engagements typically follow four stages: pre-engagement, start-up, delivery and closure.

Pre-engagement: requirements discovery and proposal development (no charge)

Our engagement begins with a collaborative pre-sales phase, where we work closely with clients to understand their business context, objectives, and desired outcomes through discussions and workshops, providing early insights and developing a detailed, iterative Statement of Work at no charge, in line with the G-Cloud clarification process.

Start-up: SoW agreement, resource mobilisation, and stakeholder alignment

Once the Statement of Work and commercial terms are agreed, we quickly mobilise the project team, led by an experienced consultant. We initiate the engagement with a kick-off meeting involving the client sponsor and key stakeholders to confirm the scope, activities, milestones, and roles. Throughout the project, we implement robust governance, clear communication protocols, and transparent reporting to ensure accountability. This early alignment helps clarify expectations and address any differences, setting the foundation for a successful partnership.

Delivery: Close client collaboration, workshops, governance, and reporting

During delivery, we work collaboratively with client teams, either on-site or remotely, integrating smoothly with existing structures. Our approach combines stakeholder interviews, workshops, “art of the possible” sessions, and feedback forums to foster consensus, innovation, and actionable results. Supported by our business support function and PMO, we ensure robust governance and oversight, keeping delivery aligned with objectives. Progress is monitored through regular reporting, milestone reviews, and client feedback, with the flexibility to adapt as requirements change.

Closure: Deliverable acceptance, skills transfer, data deletion, and recommendations for future work

At closure, we ensure all deliverables are presented, reviewed, and formally accepted by the client. We prioritise knowledge and skills transfer, enabling client teams to maintain improvements and operate independently after the engagement. All client data is securely deleted in line with data protection policies, and we provide recommendations for future work and ongoing improvement to support continued digital and cloud transformation.

3 Service Information

3.1. Information Assurance

All engagements support services of any classification, with security-cleared personnel operating under the Government Security Classification (GSC) scheme. We ensure that all information is handled in accordance with relevant government and client-specific security policies. Enhanced assurance includes support for sovereign cloud, zero trust, and compliance automation helping clients meet stringent regulatory and data protection requirements.

3.2. On-boarding and Off-boarding

We operate a standard mobilisation approach, ensuring a smooth transition into and out of engagements. On-boarding includes resource mobilisation, stakeholder alignment, and project initiation, while off-boarding ensures all deliverables are accepted, skills are transferred to client teams, and all client data is securely deleted in line with policy and contractual obligations.

3.3. Quality Assurance, Project Control and Reporting

Our services are delivered to ISO9001-aligned standards, using industry-recognised methodologies such as Agile, ITIL, PRINCE2, MSP, TOGAF, and DSDM. We maintain robust governance through regular client engagement, feedback sessions, and transparent reporting. Quality assurance processes include checks for AI/ML integration, sustainability objectives, and compliance with G-Cloud 15 standards, ensuring that all deliverables meet or exceed client expectations.

3.4. Service Levels and Constraints

We operate during standard working hours: Monday to Friday, 09:00–17:30 (excluding public holidays). However, we can flex these hours to accommodate specific client needs or project demands. Strong governance is applied to all projects, with regular assurance reviews and active customer involvement to ensure successful delivery and early identification of any risks or issues.

3.5. Data Backup and Recovery

Our consultants adhere to client policies for infrastructure and information management. Where Leading Resolutions' systems are used, regular backups are performed and robust business continuity plans are in place to ensure service resilience. We are equipped to handle information up to OFFICIAL classification and have facilities for higher classifications if required, ensuring data integrity and availability throughout the engagement.

3.6. Training

Training is provided as appropriate to the engagement, with a focus on upskilling client teams and building internal capability. During cloud migration and transformation projects, we offer tailored training sessions across cloud platforms and software services, ensuring knowledge transfer and supporting long-term client autonomy.

3.7. Trial Service

While we do not offer a formal trial version of the AI Readiness Assessment Service, our comprehensive pre-sales engagement ensures that client requirements are fully understood and addressed before any commitment is made. This approach minimises risk and ensures that the proposed solution is the right fit for the client's needs.

4 Commercial Arrangements

4.1. Pricing

Services are available via resource-based or fixed-price models. Pricing is transparent and aligned with G-Cloud 15 requirements, including social value and sustainability reporting. Discounts may apply for volume or work combination. Full payment terms and milestones are defined in the SoW.

The service is priced as per the table, exclusive of VAT and travel and subsistence charges. Travel and subsistence will be charged at cost (inclusive of the Authority's management charge if applicable). Payment will be required on acceptance of the final output report. Full payment terms and milestones will be defined and agreed in the Statement of Work (SoW).

Type	Typical G-Cloud Pricing	Notes
Basic AI readiness / lightweight discovery	£12,000 – £18,000	2–3 week assessment, high-level report
Mid-range assessment	£18,000 – £28,000	Workshops, deep-dive, roadmap, scoring
Enterprise / large-scale assessments	£30,000 – £65,000	Multi-tower discovery, data profiling, heavy technical review

The approach is predicated on a level of pace and collaboration that requires client input and engagement. We have set out below the client responsibilities that ensure engagements are successful and support this approach.

4.2. Ordering process

Services are provided on a project or ad-hoc basis. The process includes pre-sales engagement, SoW agreement, and registration via the Central Digital Platform. Clients must link their CDP and Digital Marketplace accounts as per G-Cloud 15 guidance.

4.3. Change management

Scope is defined by this document and the SoW. Change requests are assessed for impact, cost, and schedule, with written agreement required before work commences.

4.4. Customer responsibilities

Clients must provide timely access to stakeholders, architects, decision makers and up-to-date resources and artefacts that cover the current business and IT context, strategies and plans, the service portfolio, current architectures and operating models.

A dedicated workspace and strong sponsorship are required for engagement success.

5 Associated Services

- Cloud Readiness Assessment
- Cloud Strategy & Roadmap Development.
- Cloud Design Service
- Cloud Migration Service
- Microsoft 365 Readiness Assessment
- Cyber Maturity Assessment
- AI Opportunity Evaluation

6 About Leading Resolutions

Leading Resolutions helps public sector organisations deliver better services at reduced cost through digital and cloud-first transformation. As trusted advisors, we focus on benefit realisation, cost efficiency, and unbiased advice. Our expertise includes:

- Cloud and digital transformation strategy
- Service re-design and operating models
- Sourcing and procurement
- Migration planning and implementation
- Ongoing assurance and horizon scanning
- Cyber maturity assessment

We are a preferred supplier to the Public Sector, with services available via Digital Marketplace frameworks including G-Cloud and Digital Outcomes and Specialists.